



Michigan Supreme Court

State Court Administrative Office

Friend of the Court Bureau

Michigan Hall of Justice

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Daniel J. Wright
Director, Friend of the Court Bureau

MEMORANDUM

DATE: June 15, 2006

TO: All Friends of the Court Chief Circuit Court Judges
cc: Presiding Family Division Judges
Circuit Court Administrators
Family Division Administrators

FROM: Daniel J. Wright, Friend of the Court Bureau Director

RE: Grievance Record Reports **Due July 18, 2006**

The Friend of the Court Act (MCL 552.519) requires that the State Court Administrative Office's Friend of the Court Bureau annually issue a report to the Legislature containing a detailed summary of the grievances received by each friend of the court office.

MCL 552.526(2) requires that each office submit a record of grievances to the Friend of the Court Bureau. This memo is a **reminder** that grievance reports for the first half of 2006 need to be completed and sent to the Friend of the Court Bureau by July 18, 2006. Grievance records must be submitted to the Bureau **electronically** twice per year. When reporting grievances for the first half of the year, please mark the box "January-June." The second semi-annual report is due January 15, and is actually a full-year report. The second grievance report should list all grievances filed from January 1, to December 31. Grievances listed as pending on the January 1 to June 30 report should have their resolutions recorded on the January to December, 2006 report. When completing the grievance report, please use the appropriate codes in the appropriate columns (e.g., "s" for support in the office operations column).

This data is used by the Bureau to prepare its report to the Legislature. Those friend of the court offices not reporting to the Bureau will be listed as "failed to report."

Please submit the grievance reports **electronically** to Darla Brandon at: BrandonD@courts.mi.gov.

Should you have any questions regarding this memo, please contact Timothy J. Cole at 517- 373-9663 or colet@courts.mi.gov